

CONFIDENTIAL

Approved For Release 2001/08/10 : CIA-RDP55-00001A000100160076-6

Office Memorandum • UNITED STATES GOVERNMENT

TO : Assistant Director of Training (O)

DATE: 29 Nov. 51

25X1A9a FROM :

SUBJECT: Weekly Report - 22 Nov. - 30 Nov. 51

1. During the past week time and attention have been devoted to the following topics:

25X1A9a (a) Working Group on Employee Rating: I have attempted to organize ideas for an evaluation form that will incorporate Mr. [REDACTED] contributions and be acceptable to the Working Group, so that it can be submitted to the Career Service Committee with recommendations for further action.

25X1A9a (b) Evaluation procedures for UTG/A: I have continued to brief and advise Mr. [REDACTED] on evaluation procedures for UTG/A students.

(c) Summary report on Professional Trainees: In order to assure accuracy and completeness, this project has required more time than was anticipated. It is being typed and will be ready early next week.

25X1A9a (d) [REDACTED] He was given the complete P.T. testing battery at the request of the Director of Training.

25X1A9a

JOB NO. [REDACTED] BOX NO. [REDACTED] FLD NO. [REDACTED] DOC. NO. 25 NO CHANGE
IN CLASS X DEF / CLASS CHANGED TO: TS S C RET. JUST 22
NEXT REV DATE 89 REV DATE 7979 REVIEWER 3 29 3 TYPE DOC. 02
NO. PGS 1 CREATION DATE ORG COMP 4 OPI II ORG CLASS C
REV CLASS C REV COORD. AUTH: HR 70-3

CONFIDENTIAL

Approved For Release 2001/08/10 : CIA-RDP55-00001A000100160076-6